

HOT TOPICS

Notes From Executive Management Team Meeting
12/2/02

NEW PROCESS FOR OUT OF STATE TRAVEL

Over the next month, Colene Tucker, DOH Travel Coordinator, will assume responsibility to process all out of state travel for employees in the Cannon Health Building including out of state conferences and retreats. Colene can be reached at 538-6613. For additional information, please contact Dick Melton at 538-6111.

STATE LABORATORY WILL SCREEN FOR SMALL POX

The State Laboratory is preparing to become a level B lab for small pox screening. With a level B credential, the State Lab will do specific small pox screening tests for the State. The State Lab will be the only lab in the State of Utah to provide this test. For additional information, please contact Charles Brokopp at 538-6200.

NEWBORN LABELING SYSTEM FOR BLOOD SCREENING IS A SUCCESS

Over the last year, the Office of Vital Statistics distributed labels to local hospitals to assist in newborn blood screening tracking. As of October 2002, 70% of the births in the State had a newborn label and number for blood screening tracking. For additional information, please contact Barry Nangle at 538-6907.

CHIP OPEN ENROLLMENT COMPLETE

The Children's Health Insurance Plan held an open enrollment period for two weeks in November. As of 12/2/02, CHIP registered 8,825 new applications with a 57% approval rating. Approximately 29,000 children in the State of Utah will be covered under CHIP. During this last open enrollment, nearly 50% of the applications were submitted on-line and the call center received 1,900 phone calls during the first day of open enrollment. For additional information, please contact Chad Westover at 538-6982.

EDUCATIONAL ASSISTANCE POLICY REVISED

The Department has revised the Educational Assistance Policy to mirror the increased amounts approved by the Department of Human Resource Management rules R477-10-5. The revised policy states that educational assistance shall not exceed \$5,250 per employee in one calendar year. All requests for educational assistance must have prior approval by management, the Division Director and Human Resource Management. For additional information, please contact Jennifer Bingham at 538-6625.

HOT TOPICS

Notes from Executive Management Team Meeting
December 9, 2002

NEW GUIDELINES FOR UTAH LOGO

New state guidelines have been issued for letterhead and business cards. The guidelines have been revised since the first attempt did not accomplish a unified look. Further, the style did not provide enough flexibility and the portrait-aligned business cards were

dysfunctional in rolodexes and card reading machines. The Department is reviewing options as to how best to implement the new guidelines. Staff should continue to use existing stock of letterhead and business cards. More details on the new guidelines will be released soon. For additional information, contact Jana Kettering at 538-6339.

STATE CIO RESIGNS

Phil Windley, State Chief Information Officer, resigned his position effective December 31, 2002. For additional information, please contact Randy Fisher at 538-6368.

HEALTH LEGAL COUNSEL TRANSFERRED TO ATTORNEY GENERAL'S OFFICE

Four members of the Department's legal staff will report to the Attorney General's Office effective 1/4/03. The staff will continue to support Department of Health functions, remain housed at the Cannon Building and maintain current duties. For additional information, contact Doug Springmeyer at 538-6971.

CFHS WILL GATHER DATA ON AUTISM

The Division of Community and Family Health Services will draft a rule to create a reporting category for autism. With this rule, health care providers will be given the authority to report autism cases to the Department. With this new rule, the Department will be able to determine the prevalence of the condition and whether there is an increase in autism cases. For additional information, please contact George Delavan at 538-6161.

HEALTH ADVISORY COMMITTEE MEETING

The next Health Advisory Committee meeting will be Thursday, 12/12/02. For additional information, please contact Linda Roberds at 538-6111.

DEPARTMENT APPROVES PARKING LOT POLICY

A new policy was approved by the Department to govern the Cannon Building parking lots. With the increase in parking lot usage, there was a need to specifically outline proper use of the parking areas. The policy authorizes the use of the security guard to ticket those in reserved parking spaces without a proper permit. Warnings will be issued to Department employees that violate the policy. Continued non-compliance with the policy may result in corrective and/or disciplinary action. The policy will be posted on the DOHNET next week. For additional information, please contact Kim Wixon at 538-9310.

12-12-02